

Appendix 9 – Resource Management and Logistics

Primary Agency Illinois Emergency Management Agency (IEMA)

All Agencies General Requirements for Other State Agencies, Boards, Commissions and Mutual Aid Organizations

I. Introduction

A. Purpose

1. Provide strategic and operational guidance for the prioritization, identification, location, acquisition, distribution and accounting of approved services and materiel needed during earthquake events.

B. Scope

1. This appendix is inclusive of all resources available through state agencies, and those procured in accordance with Illinois Emergency Operations Plan (IEOP) Appendix 18, Financial and Administrative Management.
2. This appendix addresses resource management and logistical support provided through the State Emergency Operations Center (SEOC), coordinating elements.
3. This appendix addresses the coordination and management of resources having approved missions from the SEOC.
4. This appendix addresses utilization of resources from staging areas, resource reception sites, external sources and those derived from state or owner controlled inventories.
5. This appendix does not address the independent or spontaneous activation of resources from local, state, federal, voluntary, private sector or military organizations.
6. For the purposes of this appendix, resources are defined as personnel, equipment, materiel, commodities, facilities, property and/or services provided by or through the state.

C. Policy

1. Local jurisdictions, state agencies, partner organizations, or authorities having jurisdiction (AHJs) must have in place an appropriate accountability system as determined by the SEOC prior to deployment of state resources in support of local operations.
2. Requests and/or missions must meet the financial/economic constraints of response or recovery as appropriate to the event.
3. Local governments and private sector organizations must be fully

engaged in response and recovery operations prior to the approval of requests for state support.

4. Resource and/or mission requests must be appropriate and allocable, and remain consistent with the laws, rules, regulations, policy and processes established by the state.
5. State agency personnel will be trained to the assigned mission, to the extent possible, and be made aware of potential risks involved.
6. Procedures for utilization, control and use of state resources will incorporate and/or consider operational priorities that include, but are not limited to the protection of life, public health and safety, property protection, environmental protection, restoration of essential utilities, restoration of essential program functions and coordination as appropriate.
7. Requests for resources, missions, and/or assistance must be submitted by an authorized representative of a sub-state jurisdiction, state agency, partner organization, or AHJ.
8. Requests for resources must meet the minimum requirements established in the Communication, Assessment, Record, Deployment and Sustainment (CARDS) Process.
9. State agencies and external organizations immediately, independently or spontaneously activating without SEOC approval will assume the cost and liability for activation, deployment, utilization, sustainment, maintenance, repair and replacement of the resource(s).
10. Other state agencies and mutual aid organizations activated by the SEOC will retain operational control of resources approved by the SEOC Manager.
11. The governor or designee will authorize and direct the use of state resources to provide support and assistance to response and recovery efforts after consideration of both priorities of need and cost.
12. The governor or designee(s) will authorize waivers of certain restrictions.
13. For the purposes of this appendix, financial and administrative expenditure includes costs associated with the utilization of personnel, equipment operation, repair, maintenance and depreciation, procurements, contractual and vendor services, commodities and provisions for health, welfare and wellbeing of responders, the public and environment.

D. Situation Overview

1. An earthquake(s) has occurred resulting in damage to infrastructure, disruption of day-to-day activities, and a threat to life-safety across one or more impacted areas.

2. State agencies have been activated to the SEOC, with directions to be prepared to notify, activate, deploy, coordinate, implement and sustain mission assignments.
3. Individual agency earthquake response plans have been implemented.
4. Management of state resources and the implementation individual agency earthquake response plans are required.

E. Assumptions

1. Supply chain integrity and services will be disrupted.
2. State agencies will obtain resources from existing inventory prior to activating mutual aid, contractual or vendor supplied services.
3. State agencies, boards, commissions and mutual aid organizations will have the capability and capacity to provide resources.
4. Local governments and private sector organizations will be capable of providing accurate and actionable information and intelligence for the state to allocate resources in support of operations.
5. State resources will be deployed prior to a requests being made to ensure rapid and efficient delivery of life safety operations and protection of critical infrastructure and the environment.
6. Immediate independent or spontaneous activation of resources from local, state, federal, voluntary, private sector or military organizations will hinder operational coordination until effective command and control elements are in place.
7. Immediate independent or spontaneous activation of resources from local, state, federal, voluntary, private sector or military organizations will impede delivery of state resources for assigned missions, by limiting the amount of resources available for assignment.
8. Life-line services will be severely disrupted requiring responding organizations to be capable of self-sustainment for periods greater than 72 hours.
9. Alternative routing into/from impact areas is required to ensure unimpeded flow of responders, the public, goods, materials and commodities.
10. State employees will care for family members and property prior to deploying to state approved missions, delaying initial response and recovery efforts.
11. State agency response will be hindered due to secondary effects associated with an earthquake

II. Concept of Operations

A. General

1. IEMA will coordinate resource support and prioritization through coordination with responding organizations including, but not limited to:
 - a) State agencies, boards and commissions
 - b) Mutual aid partners
 - c) Local units of government
 - d) Federal agencies and organizations
 - e) Private sector organizations
 - f) Volunteer organizations
 - g) Faith-Based organizations
 - h) Other non-governmental sources
2. The SEOC will direct agencies not listed in the IEOP as primary or support, to provide resources in support of state operations.
3. Procurement of resources will be approved by the SEOC Manager prior to the release of funds by the SEOC Finance Liaison Officer (LNO).
4. Resources provided to the SEOC by state agencies, boards, commissions and mutual aid organizations will follow policies and procedures established by the state and Authority Having Jurisdiction (AHJ).
5. Immediately following disasters, agencies will take independent, immediate action to identify damage, determine resource availability and requirements, mobilize assets and deploy resources to assist local government efforts.
6. State agencies having department specific earthquake plans will notify the SEOC of the deployment of resources, status of operations and on-going efforts.
7. SEOC notification of the need to activate and deploy resources via mutual aid agreements and/or assistance compacts will be carried out in accordance with enabling authority and standard operating procedures.
 - a) Implementation of mutual aid agreements and mobile support teams is addressed in IEOP Appendix 19, Mutual Aid Coordination and IEOP, Base Plan, Attachment 2C, Mobile Support Team Coordination and Management.
 - b) Implementation of the Emergency Management Assistance Compact is addressed in 45 Illinois Compiled Statute 151, Emergency Management Assistance Compact (EMAC).

8. The SEOC will provide support for coordination and management of resources through activation of the SEOC Resource Management LNO.
 - a) Upon activation of the State Unified Area Command (SUAC), the SEOC Manager in coordination with the SEOC Resource Management LNO may assign a Resource Management Liaison to assist the State Unified Area Commander in coordination and management of resources and logistics.
 - b) If multiple SUAC or State Area Command (SAC) are deployed, the SEOC may establish an Element Specific Support Section (ESSF) Resource Management (ESSF- RESMGMT) to support strategic planning, resource allocations and prioritization and sustainment of effort.
9. Staffing levels necessary for resource management and logistics at the SEOC and SUAC will be determined by:
 - a) Scope and magnitude of event
 - b) Availability of trained, qualified or capable resources
 - c) Priority of effort
 - d) Location and sustainability of resources
10. Resources activated and deployed by the SEOC will provide communications information to the SEOC Communications Leader, or designee, prior to implementation of mission assignments.
11. IEMA, along with agencies assigned through the SEOC, will implement resource management and logistics capabilities within 3 hours of implementation of the IEOP.
12. SEOC will determine operability and accessibility of pre-identified, secure resource reception and staging areas within 24 hours of initial short-term recovery deployment of public and private emergency service resources.
13. Upon activation by the SEOC for resource management and logistics assignments, Illinois National Guard (ILNG) will establish resource reception and staging areas within 48 hours to support resource management and logistics assignments for deployment of public and private emergency service resources, as assigned by the SEOC.
14. SEOC will activate agencies having a role and responsibility in resource reception and staging to sustain resource management and logistics capabilities within 72 hours for prioritized task force response to save lives, meet basic human-needs, stabilize transportation infrastructure and begin transition to recovery.
15. Response timeline for resources will be estimated on TAB A – Resource deliverable timeline.

B. Operational Priorities

1. The state will apply strategic priorities to determine the allocation and prioritization of resources:
 - a) Transportation
 - b) Power
 - c) Communications
 - d) Water / Waste Water Treatment
 - e) Public Health and Medical Services
2. Response and short-term recovery priorities established by the State will be determined using the following criteria:
 - a) Life safety and search and rescue;
 - b) Debris removal to effect higher priority missions;
 - c) Implementing and maintaining site security;
 - d) Temporary restoration of critical infrastructure;
 - e) Debris removal not required for immediate life, safety and evacuation missions;
 - f) Temporary health and welfare;
 - g) Shelter, food and medical assistance;
 - h) Permanent debris removal and relocation;
 - i) Delivery of critical incident stress debriefing (CISD) to responders and citizens.

C. Organization

1. Direction and Control
 - a) IEMA, through the SEOC, retains overall coordination and management of state response and recovery in accordance with the IEMA Act.
 - b) State agencies and external organizations retain operational control of resources and incur immediate costs for activation, deployment and utilization.
 - c) Other state agencies and mutual aid organizations activated by the SEOC will retain operational control of resources approved by the SEOC Manager.

- d) For the purpose of continuity, the SEOC Finance LNO will support the transition of command from the SEOC Manager to the State Disaster Recovery Coordinator, at the cessation of short-term recovery and continuation of intermediate and long-term recovery efforts.
- e) The SEOC Manager, State Disaster Recovery Coordinator, and SEOC Finance LNO will coordinate with local AHJ's to collect, receive, compile and develop situational reports on costs associated with response and recovery.
- f) The SEOC Public Information Officer (PIO), or designee, and SEOC LNOs, will coordinate with the SEOC Finance LNO on public information regarding financial and administrative assistance.
- g) The Governor, or designee, has the authority to exercise overall coordination of resources belonging to the state.
- h) For the purpose of unity of command, coordination and management of the SEOC, the SEOC Manager will transfer command to the State Disaster Recovery Coordinator, at the cessation of short-term recovery and continuation of intermediate and long-term recovery efforts.

2. Coordinating Elements

- a) The SEOC Finance LNO in coordination with the Chief Fiscal Officer and SEOC manager, shall direct activities to procure goods and services during a SEOC activation.
 - 1) The SEOC Finance LNO shall work with other SEOC liaisons to meet resource needs and maintain all documentation and records related to such procurements.
 - 2) Section 2, a, 1 does not preclude or prohibit ability to accept donations to assist in disaster response or recovery.
- b) The SEOC Finance LNO reports to the SEOC manager when the SEOC is active.
- c) The SEOC Finance LNO will coordinate with the IEMA Legislative Liaison for inquiries made by members of the Illinois General Assembly, the United States Congress and their staffs.
- d) In situations requiring other state agencies to be lead agency; the SEOC LNO from the designated agency will coordinate with the SEOC Finance LNO to ensure continuity and compliance with state laws, rules and regulation.

- e) State Unified Area and/or Area Command (SUAC/SAC) elements may be deployed by the SEOC to coordinate resource management and logistics in forward areas.
- f) ESSF- Resource Management (RESMGMT) will be activated at the direction of the SEOC manager.
 - 1) Strategic and operational guidance on ESSF operations can be found in IEOP Base Plan, Appendix 4, ESSF Coordination and Management.

3. Federal Coordination

- a) SEOC will coordinate with Federal Emergency Management Agency (FEMA) to request federal resources through the process:
 - 1) Identify the type and amount of specified resources based on need and requirements for activation.
 - 2) Submit a completed Resource Request Form (RRF) to the FEMA coordinating element as appropriate, (i.e., SEOC FEMA LNO, Incident Management Assistance Team (IMAT), Joint Field Office (JFO). (1-2 Sections)/ LNO or IMAT/ funding document/Signatures/DFA.
 - 3) Coordinate with Federal Coordinating Officer (FCO) or other authorized FEMA response designee. Other Federal Agencies (OFA) Officer and other state agencies
 - 4) Delivering and receiving federal resources to an authorized point-of-contact and site designated by the SEOC.
- b) SEOC liaison officers (LNOs), state agencies, boards and commissions will coordinate with federal counterparts in accordance with enabling authority.

D. System Capabilities and Structure

1. System Capabilities and Structure within the SEOC will:

- a) Utilizes pre-identified resources, regardless of the type of operation, for delivery of assistance.
- b) Formulate strategy, develop plans and utilize immediately available resources, drawing on other state agency personnel and mobile support teams, to conduct operations.
- c) Ensuring the alignment of strategies and priorities for operations with local and state government, private sector, non-governmental, volunteer and federal activities.

- d) Pre-identify potential resource reception, staging or assembly areas that would be essential to response efforts.
- e) Pre-identified facilities have security, the capability to install or utilize back-up power and are located near major transportation routes.
- f) To effect resource management and logistics capabilities the SEOC may use one or more of the following sites/locations for air support locations:
 - 1) Primary:
 - 1) Springfield –Abraham Lincoln Capitol Airport
 - 2) Decatur - Decatur Airport
 - 3) Bloomington –Central Illinois Regional Airport
 - 4) Peoria – ILNG – General Wayne A. Downing Peoria International Airport
 - 5) Champaign – University of Illinois, Willard CMI Airport
 - 2) Secondary:
 - a. Rockford – Chicago/Rockford International Airport
 - b. Effingham – Effingham County Memorial Airport
 - c. Danville – Vermillion Regional Airport
 - d. Paris – Edgar County Municipal Airport
 - 3) Tertiary – Damage/Impact Assessment Required:
 - a. Murphysboro – Southern Illinois Airport
 - b. Marion – Williamson County Regional Airport
 - c. Sparta Community Airport - Hunter Field
- g) State personnel may be augmented by mobile support teams having met specialized training requirements and approved for deployment by the SEOC manager.

B. Illinois Emergency Management Agency (IEMA)

- _____ 1) Activate SEOC at the onset of a 4.5 magnitude or greater earthquake and determine appropriate activation level.
- _____ 2) Determine and implement appropriate activation level for the BEOC.
- _____ 3) Notification of SEOC activation of all supporting SEOC liaisons and elements through established channels of communication.
- _____ 4) Notify key decision-makers and emergency personnel of an SEOC activation.

- _____ 5) Coordinate the collection, receipt, compilation and development of situational reports utilizing Rapid Needs Assessments (RNA).
- _____ 6) Establish command, coordination, control, and communications necessary to establish strategic priorities consistent with SEOC policy, plans and procedures.
- _____ 7) Deployment of SEOC liaisons to conduct assigned operations as directed by the SEOC.
- _____ 8) Coordinate with private sector, non-governmental, volunteer, faith-based organizations.
- _____ 9) Implement emergency communications plan internally and externally with higher, lateral, and subordinate response organizations.
- _____ 10) Develop and maintain maps, visual aids and displays to coordinate response and recovery operations.
- _____ 11) Distribute critical information and priority information requirements to all organizations and identified key-stakeholders.
- _____ 12) Ensure development and maintenance of a Common Operating Picture (COP), Director's Update Briefings (DUB), and situational reports.
- _____ 13) Coordinate disaster intelligence and information collection; analysis and dissemination; and maintain actionable situational awareness.
- _____ 14) Coordinate with federal agencies and representatives to determine the need for federal disaster assistance.

C. All Agencies: General Requirements

- _____ 1) Activate staffs necessary to support SEOC operations.
- _____ 2) Provide resources in support of requests approved by the SEOC.
- _____ 3) Identify functions, services, applications and/or staff available to support the continuation and restoration of external agency's critical processes.
- _____ 4) Coordinate with private sector, non-governmental, and volunteer organizations throughout response and short-term recovery operations.

- _____ 5) Direct and manage operational and tactical activities of staff.
- _____ 6) Establish and maintain contact with key decision-makers and emergency personnel.
- _____ 7) Notify key decision-makers and personnel of jurisdictional policies for the conduct of emergency operations.
- _____ 8) Participate in common operating picture (COP), and develop commander's update briefings (CUB)/CIR/PIR.
- _____ 9) Conduct all operations in accordance with applicable local, state, and federal rules, regulations, and policies.

II. Authorities and References

Authorities and References are located within the IEOP, Annex – H1 Earthquake for all supporting agencies and organizations.

III. Attachments

Tab A- Staging Area Map
Tab B- Task Force list and compensation
Tab C- Task Force staging map
Tab D- Strike team composition by type
Tab E- ILNG Armory Map